

EO 13101 Quarterly Teleconference

**EPA's WasteWise Partnership Program,
DOE's Affirmative Procurement Program (APP) Guidance,
Sustainable Products Training, and Green Product Updates**

**Teleconference Workshop on Greening the Government
through Waste Prevention, Recycling, and Federal Acquisition
May 24, 2001, 11 a.m.- 12:30 p.m. Eastern Standard Time**

PARTICIPANTS:

ALBUQUERQUE OPERATIONS OFFICE: Charlie Henn

Los Alamos National Laboratory (LANL): Eleanor Chapman

Sandia National Laboratories/New Mexico (Sandia/NM): Kristin Klossner, Stacy Richardson

CHICAGO OPERATIONS OFFICE: Tony Bindokas, Fred Sienko

Argonne National Laboratory-West (ANL-W): Adrian Collins

FOSSIL ENERGY: Mark Matarrese

GOLDEN FIELD OFFICE:

National Renewable Energy Laboratory (NREL): Evelyn Matthews

HEADQUARTERS: Susan Weber, Richard Langston, Michael Raizen, Mark Huffman (SAIC),

Connie Haga (SAIC), Cathy Huss (SAIC)

IDAHO OPERATIONS OFFICE:

Idaho National Engineering and Environmental Laboratory (INEEL): David Janke

NAVAL REACTOR SITES:

Knolls Atomic Power Laboratory: Steve Therrien and staff

Bettis Atomic Power Laboratory: Toni Denapoli, Greg Sawl

OAKLAND OPERATIONS OFFICE: Karin King

Lawrence Berkeley National Laboratory (LBNL): Shelley Worsham

Lawrence Livermore National Laboratory (LLNL): Kent Wilson, Tom Miller

OAK RIDGE OPERATIONS OFFICE: Thomas Jefferson National Accelerator Facility

(TJNAF): Linda Even, Danny Lloyd, Dennis Dobbins

Oak Ridge National Laboratory (ORNL): David Wasserman

Office of Science and Technical Information (OSTI): Bryan Williams, Bill Webster

Paducah Gaseous Diffusion Plant (PGDP): Brian Bowers

OHIO FIELD OFFICE: Kimberly Tate

Fernald Environmental Management Project (FEMP): Tim

Miamisburg Environmental Management Project (MEMP): Patricia Breckland

West Valley Demonstration Project (WVDP): Catherine Lenter, Cathy Atkinson

RICHLAND OPERATIONS OFFICE: Anna Beard

Pacific Northwest National Laboratory (PNNL): Sandra Cannon (EO 13101 Coordinator),
Glenn Thornton, Chris Armstrong
Fluor Daniel: Robert Moore, Ed Foss
Bechtel: Donnell Long
DynCorp: Kathy Hinkelman

ROCKY FLATS FIELD OFFICE: Doug Schlagel
Rocky Flats Environmental Technology Site (RFETS): Tamar Krantz

SAVANNAH RIVER SITE: David Hepner, Tracy Richardson

POWER ADMINISTRATIONS:

Bonneville Power (BPA): Joe Sharpe
Western Area (WAPA): Gene Iley
Southwestern Area (SWPA): Linda Morris, Paula Chaney

EPA: Judy Taylor

OFEE/EPA: Dana Arnold

11:10 Greeting and introductions - Susan Weber, DOE-HQ EO 13101 Manager

Susan introduced herself as the Program Manager, and explained the series of name changes for the program. The program began as “Affirmative Procurement,” because of the Resource Conservation and Recovery Act (RCRA) requirement for buying items with recycled content. This term is now dated and obscure. The next title was “Executive Order 13101,” which is not very clear, unless you know the Executive Order. The current name of the program is “Green Buying” or “Environmentally Preferable Purchasing.” Initially the program was limited to buying items with recycled content. Now the program includes buying items with other attributes which are environmentally preferable (i.e., biobased products or other products that are better in terms of the consequences for human health and/or the environment). Environmentally preferable purchasing is required by Executive Order (EO) 13101.

Susan encouraged attendance at the green buying sessions that are planned for DOE’s Pollution Prevention Conference, June 18-21, 2001, Albuquerque, New Mexico:

- pre-conference workshop for Green Acquisition Advocates (GAAs) on Monday, June 18
- session on how to determine which products are environmentally sustainable, given by the CEO of Sustainable Products Corporation, Michael Italiano on Tuesday, June 19
- lunch for the Recycling Coordinators and Green Acquisition Advocates on Wednesday, June 20
- session on green construction
- session on reporting
- session on preparing for EPA compliance inspections

For more information on the Pollution Prevention Conference, go to <http://p2.werc.net/>.

11:15 EPA's WasteWise Partnerships - Judy Taylor, EPA WasteWise Program

Judy Taylor (EPA WasteWise) led the discussion. WasteWise is a voluntary partnership program which began in 1994 and deals with municipal solid waste (i.e., trash can waste). DOE call this “sanitary waste.” Waste prevention is the focus, and participants are asked to commit to three waste prevention goals, one recycling goal, and one “buy recycled” goal.

After joining, participants perform a waste assessment and establish their goals. Federal participants have five years to meet the goals. Currently, WasteWise has over 1,100 participants, with Federal participants making up 20 percent.

The benefits of participating include cost savings from implementing waste reduction programs. For example, the U.S. Postal Service saved \$76,000 by eliminating mixed paper waste. In addition, each participant has an account representative that provides technical assistance and library access. A help line is maintained for participants. Participants can take advantage of networking with each other. WasteWise produces a publication which provides good publicity and recognition for participants. Awards are also given to participants. Participating in WasteWise helps sites track/achieve some of their EO 13101 requirements.

A facility does not have to participate as a whole; it can be just one part/division of a facility that participates. Participants are asked to report on their progress annually (March 1). However, there are no penalties or regulatory ramifications for not meeting the established goals, and goals can be re-evaluated/adjusted at any time.

Several DOE sites that participate in the WasteWise program spoke about their experiences, including Tamar Krantz (RFETS), Patricia Breckland (MEMP), and Stacy Richardson (Sandia/NM). These participants related positive experiences with the WasteWise Program, including favorable publicity and improved tracking of sanitary waste, and said that participation is not burdensome for the facility.

To join WasteWise, check their Web site at <http://www.epa.gov/wastewise/>, or call 1-800-EPA-WISE.

11:30 Questions

There was some discussion about why a site should participate, given that in many cases it's cheaper to landfill waste than to recycle. There were questions about not meeting the WasteWise goals.

Judy Taylor (EPA WasteWise) said that the assigned account representative may be able to assist in finding markets for recyclables. However, a depressed market could result in recycling not being profitable. Judy stressed that there are no penalties for not meeting the goals that a facility sets for itself.

Patricia Breckland (MEMP) said that while cost is a big driver, participating in WasteWise can help a site meet its DOE sanitary waste reduction goals, and stressed that although recycling may not be profitable in the short-term, it still avoids disposal costs, and reduces long-term costs.

Kent Wilson (LLNL) said that a site could focus on internal reuse programs (such as reuse of boxes and pallets) to eliminate waste, instead of offsite recycling.

Susan Weber (HQ) reminded everyone that DOE has set goals in these areas. She strongly encouraged sites to participate because there are many benefits (publicity, networking, etc.), and nothing to lose.

11:35 DOE's Affirmative Procurement Program Guidance on How to Implement RCRA Section 6002 & EO 13101

Susan Weber (HQ) led the discussion and described the changes made to the Draft Affirmative Procurement Program guidance document. The document has been restructured to include all of the components of the preference program in one section, and to incorporate elements of the new Model

Language from the Office of the Federal Environmental Executive. The Recovered Material Advisory Notice (RMAN) Appendix (Appendix H) has been restructured so that each Comprehensive Procurement Guideline (CPG) item is linked to the appropriate RMAN. The Federal Supply Sources Appendix (Appendix P) has been updated to include Web site addresses for products offered through the Javits-Wagner-O'Day (JWOD) Program and UNICOR Federal Prison Industries.

Several issues have been addressed, including noting that DOE and its contractors are considered as one large procuring agency (Section 2.2), and flowdown of Affirmative Procurement requirements to subcontractors (Section 2.2.2). Biobased products will be included as a separate section of the guidance document.

11:40 Questions

Dennis Lloyd (TJNAF) noted that the guidance document summarizes Fiscal Year 2000 Affirmative Procurement Performance for the DOE sites, and asked for performance tips from the sites that achieved the 100 percent goal without adjustments. Susan Weber (HQ) noted that most of the sites that achieved 100 percent without adjustment were small offices, such as the Albuquerque Operations Office, that only purchase one or two CPG items from non-Federal supply sources.

Note that performance for sites that purchase products only through the General Services Administration (GSA) is not shown, as these purchases are not tracked by DOE. GSA reports separately on these purchases.

Karin King (Oakland Operations Office) asked if DOE received information about purchases its sites make through GSA. Susan Weber has tried to get GSA to provide this information, but has generally not been successful. Dana Arnold (OFEE/EPA) is trying to get GSA to report purchase information by agency.

Sandra Cannon (PNNL) noted that the Affirmative Procurement Program Guidance document includes the RCRA inspection checklist as Appendix S. She thinks this is a very useful feature.

Shelley Worsham (LBNL) asked if it was possible to link directly to the guidance from a DOE facility Web site. Mark Huffman (SAIC) said that the facility could create a link to the Affirmative Procurement Program Guidance from its own Web site.

Susan encouraged everyone, including contractors, to provide any additional comments to her. (Comments should be submitted by June 29, 2001.)

11:50 Sustainable Products Training - Shelley Worsham, Lawrence Berkeley National Laboratory

Shelley Worsham (LBNL) attended sustainable product training Jan 22-23, 2001, in San Francisco, and led the discussion on sustainable products. Shelley explained that one thing she learned from the training (based on a presentation by Fenton Communications on using communication to increase market penetration for sustainable products) was that DOE needs to join together to promote its program and address key issues. DOE should work to increase the market for sustainable products by purchasing as one entity, in order to create leverage which would force vendors to change their products (i.e., there is strength in numbers).

The Oakland Operations Office is looking at putting together sustainable product videos for each of the West Coast laboratories.

Shelley provided names of vendors of sustainable products:

- Studio eg, Inc. makes modular office furniture from recycled material. Contact Candace Keller at candace@studioeg.com, or go to <http://www.studioeg.com>. This company should be considered as an alternative to the usual vendor.
- Forest Stewardship Council offers sustainable products. Contact Meme Lobecker at 202-342-8133, or go to <http://www.fscus.org>.

Shelley has a Sustainable Products Training Manual that she received at the training session. She said that it appears to be mostly for architects and designers. She will bring the manual to the DOE Pollution Prevention Conference. The Web site that offers the training manual is <http://www.sustainableproducts.com/manual.html>. It can be purchased for \$150, plus shipping.

Shelley talked about what “sustainable” means. A sustainable product can be a product for which the manufacturing process is green (i.e., it generates less pollution, efforts are made to reduce waste in the manufacturing process, etc.). A sustainable product can be energy-efficient or conserve water, or a product whose use and maintenance is sustainable.

Shelley talked about her site’s experience with mercury-free fluorescent tubes, which ended up not being a sustainable product because the tubes didn’t last as long as they were supposed to, and required a lot of maintenance.

12:00 Questions

Linda Morris (SWPA) asked if the Studio eg’s modular furniture took into account ergonomic considerations. Shelley (LBNL) said that it does.

Dave Janke (INEEL) asked if the fluorescent tubes that Shelley referred to were the green-end, four foot tubes, because he is replacing the mercury-containing fluorescent tubes with the green-end tubes. Shelley thought the green end tubes might be reduced mercury, not mercury-free, and suggested that INEEL start with replacing the tubes in one area, as a test case. Greg Sawl (Bettis Atomic Power Laboratory) uses the green-end tubes and has not had a problem with product life. In addition, 100 percent of the green-end tubes can be recycled.

Some sites (LBNL and LANL) recycle transparencies, in quantities of up to two boxes a month. LANL also has a recycling program which sends junk mail, used books, transparencies, etc. to the mail room for recycling. This program won a DOE Pollution Prevention Award.

12:10 Green Product Updates - Time for all sites to share the latest finds in environmentally preferable products: new products available, better prices, improved performance

Sandra Cannon (PNNL) led the discussion on green product updates. A big issue is getting recovered content refills for daily planners. Franklin Covey has recovered content refills available, but they are very generic (i.e., the refills have no dates, etc.), and do not meet most needs. The Office of the Federal Environmental Executive and others are working with Franklin Covey to make better recycled content refills available, but the vendor is not responsive. Franklin Covey views DOE as a small customer; its main customers are private corporations that do not want recycled content products. As an alternative to Franklin Covey, BrownLine offers refills with recycled content. Brownline’s product has dates, but is not

of the same design or style as Franklin Covey products, so many people may be reluctant to switch from Franklin Covey.

Engineering pads with recycled content are not available at this time.

Sandra closed by encouraging everyone to make notes about products that they are having trouble finding, in addition to product success stories, so these products can be discussed at the end of each quarterly teleconference.

12:15 Discussion

Shelley Worsham (LBNL) believes that Franklin Covey is not aware of the amount of refills that DOE purchases, because sites purchase the refills indirectly (i.e., through Boise Cascade, etc.). She suggested getting together information from all the sites regarding the amount of refill purchases that DOE makes as a whole. This information would show that DOE is a large purchaser and would, hopefully, convince Franklin Covey to offer non-generic refills with recycled content. Eleanor Chapman (LANL) said that she can supply the purchase information for their site. Linda Morris (SWPA) also supported this idea. Dana Arnold (OFEE/EPA) didn't think that Franklin Covey would be responsive to the information.

Dave Janke (INEEL) suggested that it may be easier to switch to the other vendor (BrownLine), than to get Franklin Covey to change. Kimberly Tate (Ohio Field Office) thought that since DOE had spent money on training employees to use Franklin Covey planners, many sites would be unwilling to switch vendors.

Anna Beard (Richland Operations Office) said that she uses Microsoft Outlook to fill out her planner, prints the information on recycled paper, and inserts it in her planner. Everyone thought this was a good idea.

12:25 Date and topics for the next teleconference

Susan Weber (HQ) suggested August 30 as the next teleconference date. There were no problems expressed, so this date was confirmed. She reminded everyone to pay attention to the phone number since it may change for the next teleconference. No one had suggestions for the agenda for the August call. Any suggestions can be e-mailed to Susan at susan.weber@em.doe.gov.

Susan asked if anyone had any announcements. Dana Arnold (OFEE/EPA) has put together a comprehensive list of re-refined oil sources. The list is available at [http:// www.ofee.gov](http://www.ofee.gov) (click on Recycled Content). Dana has been working to make re-refined oil available through Grease Monkey. GSA is currently talking with Jiffy Lube.

Greg Sawl (Bettis Atomic Power Laboratory) asked about using re-refined oil in other vehicles. At present the re-refined oil is only required for use in automobiles.

12:30 Adjourn

Sources of Information (Bold indicates especially pertinent to this teleconference)

Waste Wise program information - how your organization can become a member

www.epa.gov/wastewise OR 1-800-EPA-WISE

U.S. Environmental Protection Agency

How to implement RCRA & Executive Order 13101 Using DOE's APP Guidance

http://twilight.saic.com/ap/AP2001_toc.htm

U.S. Department of Energy's EO 13101 home page - DOE EO 13101 reporting site, annual report, teleconference agenda and minutes, Implementation Plan, and source of helpful information.

List of designated products pertaining to EO13101. Under each product is a list of manufacturers and suppliers for that product.

<http://www.epa.gov/cpg/products.htm>

U.S. Environmental Protection Agency

Eighteen newly designated products (EPA 40 CFR Part 247, Advisory Notice III; Final Rule; Federal Register, Comprehensive Guideline for Procurement of Products Containing Recovered Materials - January 19, 2000)

<http://www.epa.gov/fedrgstr/EPA-WASTE/2000/January/Day-19/f1066.htm>

U.S. Environmental Protection Agency

Notice of Proposed Rule Making: Department of Energy Acquisition Regulations. See especially Subpart 970.52 - Contract Clauses for Management and Operating Contracts

<http://twilight.saic.com/ap/Farnopr.pdf>

U.S. Department of Energy

FAR Implementation of Greening the Government Executive Orders

<http://www.ofee.gov/html/federal.htm>

Office of Management and Budget

Environmentally preferable purchasing information for products and services

<http://notes.erg.com/>

U.S. Environmental Protection Agency

Government Wide Strategic Plan for Implementing EO 13101

<http://ofee.gov/>

Office of the Federal Environmental Executive

DOE-Richland's Affirmative Procurement Strategy for Implementing EO13101

www.hanford.gov/polprev/ap.html

U.S. Department of Energy/Richland Operations Office

Executive Order 13101 (Replaces EO 12873) - Greening the Government through Waste Prevention, Recycling, and Federal Acquisition, September 1998

<http://www.ofee.gov/>

Executive Order 13123 -Greening the Government Through Efficient Energy Management, June 3, 1999

<http://www.eren.doe.gov/femp/aboutfemp/exec13123.html>

Executive Order 13134 - Developing and Promoting Biobased Products and Bioenergy,

<http://www.pub.whitehouse.gov/uri-res/I2R?urn:pdi://oma.eop.gov.us/1999/8/13/4.text.2>

Executive Order 13148 - Greening the Government through Leadership in Environmental Management,

<http://www.pub.whitehouse.gov/uri-res/I2R?urn:pdi://oma.eop.gov.us/2000/4/24>

Database of product information and newsletter, *EPP Update*
<http://www.epa.gov/opptintr/epp/>
U.S. Environmental Protection Agency

Guidance on Government Purchasing of Green Products
<http://www.epa.gov/opptintr/epp/finalguidancetoc.htm>
U.S. Environmental Protection Agency

To post available and search for wanted materials (especially chemicals, equipment, and hazardous materials) at other DOE facilities. Log on with user name (erhquser) and password (erhqdoe).

<http://wastenot.er.doe.gov/DOEmatex/index.html>
DOE Complex Wide Materials Exchange

U.S. Environmental Protection Agency
<http://ofee.gov/html/rcra2.htm>

Guidance on Conducting Inspections of Federal Facilities for Compliance with Section 6002 of the Resource Conservation and Recovery Act, May 12, 1999

“The requirements of RCRA section 6002 apply to such procuring agencies only when procuring designated items where the price of the item exceeds \$10,000 or the quantity of the item purchased in the previous year exceeded \$10,000. The \$10,000 threshold applies to all purchases made by an entire agency rather than regional or local offices (e.g., Department of the Interior, Department of Defense, etc). Most Federal agencies exceed the \$10,000 threshold for EPA designated items.”

Lawrence Berkeley National Laboratory Construction Guidelines
Contact Shelley Worsham, Tel. 510-486-6123, saworsham@lbl.gov
Incorporation of principles of EO13101 into the Laboratory's construction guidelines for staff and sub-contractors. Log on with user name (erhquser) and password (erhqdoe).

"Painting the Town Green - Aberdeen Proving Ground Paint Pilot Project"
<http://www.epa.gov/opptintr/epp/pdfs/paint.pdf>
Results of paint pilot project at Aberdeen Proving Ground